

<h1 style="text-align: center;">横須賀基地空席広報</h1> <h2 style="text-align: center;">VACANCY ANNOUNCEMENT (Re-Issue)</h2>		広報番号 : Announcement No.	MWR-HPT-51-03 (R2)
		募集締切日: Closing Date	19 Jan 04
		発行日: Date of Issue	5 Jan 04
1.職種名 Job title (等級 Grade <u>3</u> / 語学等級 LAD <u>N/A</u>) Sales Checker #241 (セールスチェッカー)		募集人数 No. of Recruitment <div style="font-size: 2em; text-align: center;">1 名</div>	4.募集範囲 Area of Consideration <input checked="" type="checkbox"/> 現 MLC/IHA 従業員 (部隊内) Current MLC/IHA Employee within Activity <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(通勤圏内) Current MLC/IHA Employee in commuting distance <input type="checkbox"/> 現 MLC/IHA 従業員(全在日米軍) Current MLC/IHA Employee Japan Wide <input checked="" type="checkbox"/> 外部 Off Base Applicant
<input checked="" type="checkbox"/> 事務系 <input type="checkbox"/> 技能系 <input type="checkbox"/> 保安系 <input type="checkbox"/> 医療系 Administrative Blue Collar Trade Security Medical			
2.部隊 Activity Commander Fleet Activities, Yokosuka Moral Welfare Recreation Department, Fleet Recreation Division 24/7 Dinner 勤務場所 Working Place: 横須賀市 泊町 Tomari-cho, Yokosuka		5.雇用の種類 Type of Employment <input checked="" type="checkbox"/> IHA <input checked="" type="checkbox"/> HPT (時給制従業員) ¥950-	
3.勤務時間 Work Schedule (週 <u>40</u> 時間制 hrww) 勤務日 Work Days 5 days a week (週 5 日制) 勤務時間・Work Hours 2200-0700 hours (8 hours a day/1 日 8 時間勤務) 休憩 Recess Period 1 hour/day (1 日 1 時間) <input type="checkbox"/> 夜勤 Night Shift <input checked="" type="checkbox"/> 残業 Overtime <input type="checkbox"/> 出張 Business Travel			
6.職務内容 Duties Checks purchases of customers for price, indicates the section from which purchased, totals purchases on register, receives cash from customer and makes change. Receives a cash fund for the register and turns in an equal amount plus all monies received during the day. Total sales on tape and checks against cash on hand. Assists in the restocking of shelves and in the periodic inventories. Performs other related or incidental duties as assigned			
7.資格要件/身体条件 Qualification/Physical Requirements a. One year of general work experience OR completion of 2-years junior college/2-years of technical school or 4-years degree in any field. b. Knowledge of customer service concepts and practices. c. Ability to operate a cash register, count cash and accurately make change in U.S. currencies. d. Ability to prepare and maintain detailed records such as sales records, etc. e. Ability to speak, read and write English at elementary proficiency level. f. Ability to work irregular schedule. *Handicapped applicants may be accepted, depending upon the degree and kind of disability			
英語力 English Language Proficiency : <input type="checkbox"/> 必要なし None <input checked="" type="checkbox"/> 初級 Basic <input type="checkbox"/> 中級 Intermediate <input type="checkbox"/> 上級 Advanced <input type="checkbox"/> 特段の能力 Exceptional			
学歴 Educational Background : N/A		免許証/修了証 License/Certificate Required : N/A	

8.提出するもの Application and Associated Documents		職務状況 Working Condition
* <input checked="" type="checkbox"/> 空席応募用紙 Application for Vacancy Announcement (HROY Form 1) http://hro.cnfj.navy.mil * <input checked="" type="checkbox"/> 専門職務経歴書 Resume of Specialized Work Experience (HROY Form) http://hro.cnfj.navy.mil *の記入は Complete * in <input type="checkbox"/> 日本語で Japanese <input type="checkbox"/> 英語で English <input checked="" type="checkbox"/> どちらでも Either <input checked="" type="checkbox"/> 80 円切手を貼付し、応募者の郵便番号・住所・氏名を書いた返信用封筒 (12cm x 23.5cm) 12cm x 23.5cm Envelope with Applicant's Zip Code, Address, Name and an 80-yen stamp (MPS is not accepted.)		Works irregular schedule
問い合わせ先 for Job Inquiries	提出先 Office to Submit	事務処理欄 For Official Use
担当部署/担当者 Office CFAY MWR 人事課 Personnel (C 6045) 担当 横田 Ms YOKOTA ☎046-816-3201 (DSN 243-3201) 受付時間 0900-1600	〒238-0015 神奈川県横須賀市泊町 1 番地 1 banchi Tomari-cho, Yokosuka 米海軍横須賀基地統合人事部雇用課 (HRO) COMNAVFJORJAPAN, Human Resources Office Yokosuka (HRO), MLC/IHA Employment Office (Code 511A) ☎046-816-8153 (DSN 243-8153)	PD No.:CFAY-6114-005-PT PD is accurate and current. Certified by Activity: ky HRO at 1/5so1/5

応募要項を満たしていない場合、選考の対象になりません。Incomplete applications will not be processed.
提出された応募書類はお返ししません Submitted applications will not be returned.